

# **Tribal Transportation Planning Organization**

## **BYLAWS**

### **ESTABLISHMENT**

The purpose of the Tribal Transportation Planning Organization, hereinafter abbreviated and referred to as the TTPO, was established on December 11, 2003 by transportation officials from tribes, the Washington State Department of Transportation and the Bureau of Indian Affairs (BIA).

### **PURPOSE**

The TTPO shall have the following functions and purposes:

- A. The purpose of the TTPO is to promote tribal transportation planning in Washington State and to foster intergovernmental cooperation and coordination.
- B. Provide a forum for the advancement of professional skills; and knowledge among transportation professionals employed with Indian governments;
- C. To encourage effective use of planning principles, cooperation and education among transportation agencies at the local, regional, state and federal level.

### **PARTICIPATION**

The TTPO shall be an association of any Tribal, state, federal transportation policy, planning and administration professionals.

### **ORGANIZATION**

#### **Section 1. Governance**

- A. The governing body of the TTPO is the general body consisting of all TTPO participants.

#### **Section 2. Officers**

The Officers of the TTPO shall be elected by the membership. The Officers and their duties shall be as follows:

- A. Chairperson: The chairperson shall preside at all the meetings of the TTPO; Coordinate agenda; Call emergency meetings; Represent TTPO at Regional Transportation Planning Organization Coordinating Committee meetings; and other duties as may be assigned by the TTPO general membership.
- B. Vice-Chairperson: In the event of the absence of the Chairperson or the Chairperson's inability to act, the Vice-Chairperson shall act in the Chairperson's stead.
- C. Eligibility: Officers shall be representatives of tribal governments.
- D. Election of Officers: Officers shall be elected every two years during the annual meeting. The Vice-Chairperson will succeed to the Chairmanship. Candidates will be nominated from the floor at the meeting.

- E. Vacancies: Vacancies in an office, which occurs from any reason, shall be filled at the next meeting of the TTPO.

## MEETINGS

Meetings of the TTPO will occur on a quarterly basis.

- A. Location: The location of the meetings shall be at tribal facilities, **except as noted in B below<sup>1</sup>**, and shall rotate around the state to facilitate maximum participation. The date, location, and time of next meeting shall be set at the end of the each TTPO meeting. Special meetings may be called at anytime at the discretion of the Chairperson.
- B. Tribal / State Transportation Conference: one of the quarterly meetings of the TTPO shall take place at the Tribal / State Transportation Conference.
- C. Voting: Each participant of the TTPO shall have one (1) vote. Decisions shall be made through consensus.
- D. Records: Meeting reports shall be created by WSDOT, distributed and archived by WSDOT.

## FINANCES

Funds shall be administered by WSDOT under the discretion of the TTPO general body, provide it complies with applicable laws and restrictions. A financial report shall be distributed at each TTPO meeting.

## AMENDMENTS

These By-Laws may be amended by consensus of the TTPO participants during the Annual Tribal/State Meeting, Spokane, WA, October 13, 2004.